

INFORMATION ON HOW TO OBSERVE A COURT HEARING

Dear Law Professor, Attorney or Law Student,

Effective March 14, 2011 the San Francisco Immigration Court will no longer be able to coordinate the advanced approval for observation of cases for law students, attorneys or law schools. This change is needed due to limited court staff resources and increased number of requests. We are sorry for any inconvenience this may cause you or your students. However, students, attorneys and law schools may still continue observing court hearings following the procedures outlined below.

Persons interested in observing a court hearing may do so by personally coming to the Immigration Court any day between Monday-Thursday. Most cases begin at 8:30am and 1:00pm. Observers may walk into any open courtroom that morning or afternoon and request approval from the judge and parties to observe the hearing. We ask that any observer make themselves known to the judge and parties prior to the start of the hearing to advise them of their purpose.

Please note that asylum cases are closed to the public, and anyone wanting to observe this type of hearing must receive approval from the judge and parties prior to the start of the hearing in order to remain in the courtroom.

If for any reason any one of the parties does not allow the observer to remain in the courtroom, the observer must leave and find another hearing to attend. We ask that if this happens, that you enter the new courtroom quietly as proceedings may have already started.

WHERE TO OBSERVE HEARINGS:

Court Location:

Immigration Court, 100 Montgomery Street, 8th and 9th floors, San Francisco, CA 94104

Lobby Entrance:

All visitors must present a valid identification card, or driver's license to the lobby attendant of the building. All visitors are required to sign-in with the lobby attendant.

Security Procedures:

All visitors to the Court must undergo a security screening through a metal detector machine as well as a handbag screening each time they visit the Court. Visitors must not bring any cameras, video or recording equipment, as they are not allowed in the courtrooms. We ask that any observers

arrive at least 20 minutes prior to the start of the hearing, so that they will have enough time to clear security.

Cell Phone Policy:

Visitors to the court must turn off their cell phones or place them in a silent mode when entering any courtroom. Cell phone usage will be allowed in the waiting room and elevator lobby areas only. Cell phone usage will not be allowed in the internal hallway of the 8th and 9th floors.

Hearing Information:

The Court holds master and individual hearings Monday-Friday. However we do not recommend that observers come on Friday as that is the lightest day of the week and they may not find a hearing to observe. Please refer to the below schedule for specific judge docket information.

Master & Individual Hearing Schedule, as of March 2011					
Judges	Initials	Courtroom Number	Floor	Master Calendar Time	Individual Hearings
Daw, Alison E	AED	11	9	Wed-AM	Mon-Thurs, except on Master calendar day and time
Geisse, Loreto S.	LSG	7	8	No masters	Monday-Thursday
Griswold, Stephen	SSG	4	8	No masters	Monday-Thursday
Hayward, Miriam	MH	13	9	Tues-PM Wed-AM Wed-PM Thurs-PM	Sporadic, not regularly scheduled
Hoogasian, Amy C	ACH	3	8	Thurs-PM	Mon-Thurs, except on Master calendar day and time
King, Carol A.	CAK	14	9	Thurs-AM	Mon-Thurs, except on Master calendar day and time
Lyons, Joren	CJL	18	9	Tues-AM	Mon-Thurs, except on Master calendar day and time
Maggard, Print	PRM	5	8	No masters	Monday-Thursday
Marks, Dana Leigh	DLM	12	9	Tues-PM	Mon-Thurs, except on Master calendar day and time
Ramirez, Laura L.	LLR	15	9	Tues-PM	Mon-Thurs, except on Master calendar day and time
Stockton, Bette Kane	BKS	10	8	No masters	Sporadic, not regularly scheduled
Teeter, Marilyn J.	MJT	17	9	Wed-AM	Mon-Thurs, except on Master calendar day and time
Tue, Phan-Quang	TPQ	8	8	Thurs-AM	Mon-Thurs, except on Master calendar day and time
Webber, Polly A.	PAW	16	9	Tues-AM	Mon-Thurs, except on Master calendar day and time
Yeargin, Robert	RY	6	8	Tues-AM	Mon-Thurs, except on Master calendar day and time